CV

ZOHAIB

S/O

ABDUL JABBAR

DELICATE INFORMATION

E-mail	»	zohaib.aim@gmail.com
Contact #	»	+92-3112751088, +92-3314281976
Address	»	J Road, St#13, Bihar colony, Karachi.
Languages	»	English, Urdu, Sindhi
CNIC	»	42301-9124991-7
Religion	»	Islam
Marital Status	»	Married
Date of Birth	»	12th Jan, 1989

DETERMINATION

Seeking an ambitious job in your renowned company that will offer a chance to develop technical and professional abilities so that I can be proficient to whatever task I am asked to do.

FIELDS OF INTEREST

1. ACCOUNTS
2. COMPUTER
3. MATHEMATICS

SCHOOLING

	YEAR'S	ACADEMIC WORLD
B. COM	2010	KARACHIUNIVERSITY
I. COM	2006	BOARD OF INTERMEDIATE EDUCATION KARACHI
MATRICULATION	2004	BOARD OFSECONDARY EDUCATION KARACHI

TRAINING

1. Workshop presenter to Teachers About Inpage and MS Office
2. Workshop attendant of English Language

Computer + Technical Skills

- MS office,
- Graphics (Adobe photosop,Coral draw, In page, Illustrator)
- Comp Account(Advance Excel, Pechtree,Tally)
- Hardware Networking (LAN ,Wireless ,server making)
- Video Editing (Adobe premiere, After effect)
- CCTV Technician
- MCSA CCNA(Continue)
- Bio Metric Machine of attendance

SCENARIO OF SKILLS:

Hardworking , regular , punctual , full of ideas , & enthusiasm , self motivated , flexible in nature , enjoy challenges and targets , stress less in peak work time , believe in team work.

SPECIALIZED EXPERIENCE

1. Ghulaman-e-Abbas School			Place	**Karachi**
Post:**IT ASSISTANT**	From	**OCT-2010**	Till	**Continue**

Key Responsibilities

1) Hardware and Software Troubleshooting.
2) Updating of antivirus software
3) Monitoring of performance and working condition of all network computers.
4) Hardware software Installations
5) Making Vmare,Local, Hyper V and Remote Desktop Server
6) Cable + Wireless Networking ,Routing ,Switching
7) CCTV Cameras
8) Graphics
9) Little Bit Repairing
10) Video Editing ,Photo Editing, Social Media .

2. AIM Coaching Centre			Place	**Karachi**
Post: **COMPUTER INSTRUCTOR+ ACCOUNTS TEACHER**	From	**2006**	Till	**2018**

- Thought MS Office, Graphics, Video Editing, Comp Accounting, Hardware.

3. Adamjee Coaching Centre (Campus 29)			Place	Karachi
Post: **COMPUTER INSTRUCTOR**	From	**2018**	Till	**Continue**

- Teaching MS Office, Graphics, Video Editing, Comp Accounting, Hardware.

Certificates:

- Regular Employee certificate
- 1 Week English Language workshop
- Workshop presenter

EXPECTED SALARY

40+ K

REFERENCE

It will equip upon request.